



# Labor Market Analysis: 1208.00 - Medical Assisting

## Medical Assisting Essentials

Certificate requiring 8 to fewer than 16 semester units

Los Angeles Center of Excellence, June 2025

<b>Program Endorsement:</b>	<b>Endorsed: All Criteria Met</b> <input type="checkbox"/>	<b>Endorsed: Some Criteria Met</b> <input checked="" type="checkbox"/>	<b>Not Endorsed</b> <input type="checkbox"/>
<b>Program Endorsement Criteria</b>			
<b>Supply Gap:</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
<b>Living Wage: (Entry-Level, 25<sup>th</sup>)</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
<b>Education:</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
<b>Emerging Occupation(s)</b>			
	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

### SUMMARY

This report analyzes whether local labor market demand is being met by community college programs aligned with the identified middle-skill occupations<sup>1</sup> or whether a shortage of workers exists. Labor market demand is measured by annual job openings while education supply is measured by the number of awards (degrees and certificates) conferred on average each year.

Based on the available data, there appears to be a supply gap for the two identified middle-skill occupations in the region. While entry-level wages are lower than the self-sufficiency standard wage in both Los Angeles and Orange counties, more than one-third of current workers in the field have completed some college or an associate degree as their highest level of educational attainment.

**Recommendation: Due to two program endorsement criteria being met, the Los Angeles Center of Excellence for Labor Market Research (LA COE) endorses this proposed program.**

### Key Findings

#### Supply Gap

- 9,948 annual job openings are projected in the region through 2028. This number is substantially more than the three-year average of 3,784 awards conferred by educational institutions in the region.

<sup>1</sup> Middle-skill occupations typically require some postsecondary education, but less than a bachelor's degree. The COE classifies middle-skill jobs as the following:

- All occupations that require an educational requirement of some college, associate degree or apprenticeship;
- All occupations that require a bachelor's degree, but also have more than one-third of their existing labor force with an educational attainment of some college or associate degree; or
- All occupations that require a high school diploma or equivalent or no formal education, but also require short- to long-term on-the-job training where multiple community colleges have existing programs.

### **Living Wage**

- Both medical assisting occupations have entry-level wages **below** Los Angeles County's self-sufficiency standard hourly wage (\$24.03/hour).<sup>2</sup>

### **Educational Attainment**

- The majority of the annual job openings typically require a postsecondary non-degree award for middle-skill occupations related to medical assisting in the LA/OC region.
- 52%-63% of workers in the field have completed some college or an associate degree, according to national educational attainment data.

### **Community college supply**

- 18 community colleges issued awards related to medical assisting in the greater LA/OC region.
- 870 awards (degrees and certificates) were conferred on average each year between 2022 and 2024.

### **Other postsecondary supply**

- 33 educational institutions in the LA/OC region have conferred sub-baccalaureate awards in programs related to medical assisting over the past three years.
- 2,914 awards were conferred on average each year by other postsecondary institutions throughout the greater LA/OC region between 2021 and 2023.

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<sup>2</sup> Center for Women's Welfare, University of Washington. (2024). *The self-sufficiency standard for California 2024*. <http://selfsufficiencystandard.org/California>.

## TARGET OCCUPATIONS

LA COE prepared this report to provide regional labor market and postsecondary supply data related to two middle-skill medical assisting occupations. [For full occupation descriptions, please see Appendix.](#)

- **Medical Assistants (31-9092)**<sup>3</sup>
- **Medical Secretaries and Administrative Assistants (43-6013)**<sup>4</sup>

## OCCUPATIONAL DEMAND

Exhibit 1 shows the five-year occupational demand projections for these middle-skill medical assisting occupations. In the greater Los Angeles/Orange County region, the number of jobs related to these occupations is projected to increase by 7% through 2028. There will be nearly 9,950 job openings per year through 2028 due to job growth and replacements. The majority of jobs in 2023 for these middle-skill medical assisting occupations (72%) were located in Los Angeles County.

**Exhibit 1: Current employment and occupational demand, Los Angeles and Orange counties**<sup>5</sup>

Geography	2023 Jobs	2028 Jobs	2023-2028 Change	2023-2028 % Change	Annual Openings
Los Angeles	55,108	58,085	2,977	6%	7,062
Orange	20,951	22,889	1,938	9%	2,886
<b>Total</b>	<b>76,059</b>	<b>80,974</b>	<b>4,915</b>	<b>7%</b>	<b>9,948</b>

## Detailed Occupation Data

Exhibit 2 displays the current employment and projected occupational demand for each of the target occupations in Los Angeles County. Positive scores for automation resilience<sup>6</sup> reflect a lower-than-average threat of the occupation(s) being replaced by automation, while negative scores reflect a greater-than-average risk of automation. The average percentage of workers aged 55+ across all occupations in the Los Angeles/Orange County region is 26%; occupations with a larger share of workers aged 55 and older typically have greater replacement needs to offset the amount of impending retirements. On average, 81% of workers across all occupations in California are employed full-time. Occupations with a lower-than-average percentage of full-

<sup>3</sup> [Medical Assistants \(bls.gov\)](#)

<sup>4</sup> [Secretaries and Administrative Assistants \(bls.gov\)](#)

<sup>5</sup> Five-year change represents new job additions to the workforce. Annual openings include new jobs and replacement jobs that result from retirements and separations.

<sup>6</sup> Automation risk is calculated based on the percentage of time spent on high-risk compared to low-risk work, the number of high-risk jobs in compatible occupations, and the overall industry automation risk.

time workers may have less employment security but may see increased activity in the gig economy.

**Exhibit 2: Detailed employment and occupational demand, Los Angeles County<sup>7</sup>**

Occupation	2023 Jobs	2028 Jobs	5-Yr % Change	Annual Openings	Auto-mation Resilience	% Aged 55 and older	% Full Time Workers
Medical Assistants	25,491	27,268	7%	3,688	2.7	10%	91%
Medical Secretaries and Administrative Assistants	29,617	30,817	4%	3,374	6.9	30%	43%
<b>Total</b>	<b>55,108</b>	<b>58,085</b>	<b>6%</b>	<b>7,062</b>	-	-	-

## WAGES

The labor market endorsement in this report considers the entry-level hourly wages for these middle-skill medical assisting occupations in Los Angeles County as they relate to the county’s self-sufficiency standard wage. Orange County wages are included below in order to provide a complete analysis of the greater Los Angeles/Orange County region.

### Los Angeles County

Both middle-skill medical assisting occupations have entry-level wages below the self-sufficiency standard wage for one adult (\$24.03 in Los Angeles County). Typical entry-level hourly wages are in a range between \$17.56 and \$18.68. (Exhibit 3). Experienced *medical assistants* can expect to earn \$23.40, which is below the self-sufficiency standard wage. However, experienced *medical secretaries and administrative assistants* can expect to earn \$28.34, which is higher than the self-sufficiency standard wage.

**Exhibit 3: Earnings for occupations in Los Angeles County**

Occupation	Entry-Level Hourly Earnings (25 <sup>th</sup> Percentile)	Median Hourly Earnings	Experienced Hourly Earnings (75 <sup>th</sup> Percentile)	Median Annual Earnings*
Medical Assistants	\$17.56	\$21.30	\$23.40	\$44,300
Medical Secretaries and Administrative Assistants	\$18.68	\$22.73	\$28.34	\$47,300

\*Rounded to the nearest \$100

<sup>7</sup> Five-year change represents new job additions to the workforce. Annual openings include new jobs and replacement jobs that result from retirements and separations.

## Orange County

Both middle-skill medical assisting occupations have entry-level wages below the self-sufficiency standard wage for one adult (\$27.13 in Orange County). Typical entry-level hourly wages are in a range between \$18.09 and \$19.09 (Exhibit 4). Experienced *medical assistants* can expect to earn \$24.10, which is below the self-sufficiency standard wage. However, experienced *medical secretaries and administrative assistants* can expect to earn \$28.96, which is higher than the self-sufficiency standard.

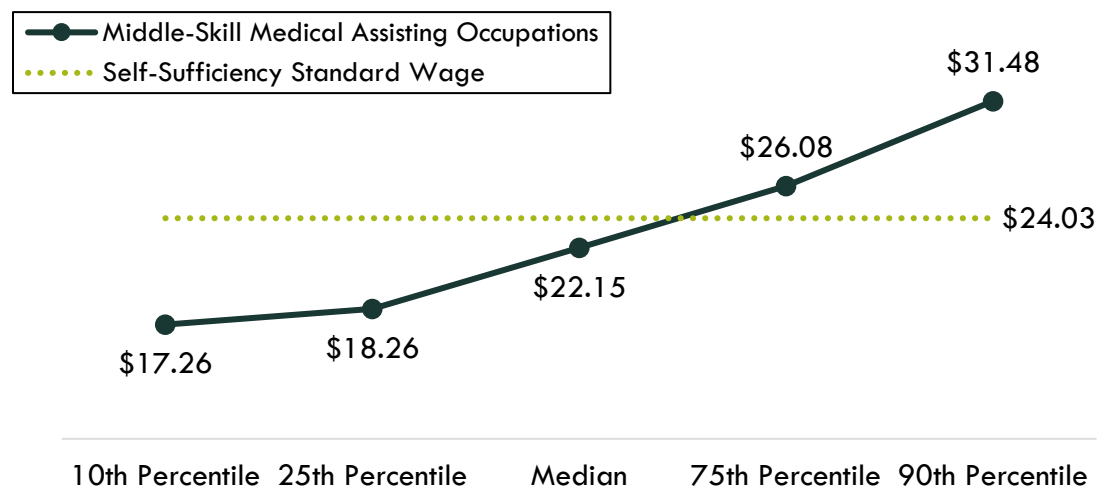
**Exhibit 4: Earnings for occupations in Orange County**

Occupation	Entry-Level Hourly Earnings (25 <sup>th</sup> Percentile)	Median Hourly Earnings	Experienced Hourly Earnings (75 <sup>th</sup> Percentile)	Median Annual Earnings*
Medical Assistants	\$18.09	\$21.94	\$24.10	\$45,600
Medical Secretaries and Administrative Assistants	\$19.09	\$23.23	\$28.96	\$48,300

\*Rounded to the nearest \$100

Across the greater Los Angeles and Orange County region, the average entry-level hourly earnings for the occupations in this report are \$18.26; this is below the living wage for one single adult in Los Angeles County (\$24.03). Exhibit 5 shows the average hourly wage for the occupations in this report, for entry-level to experienced workers.

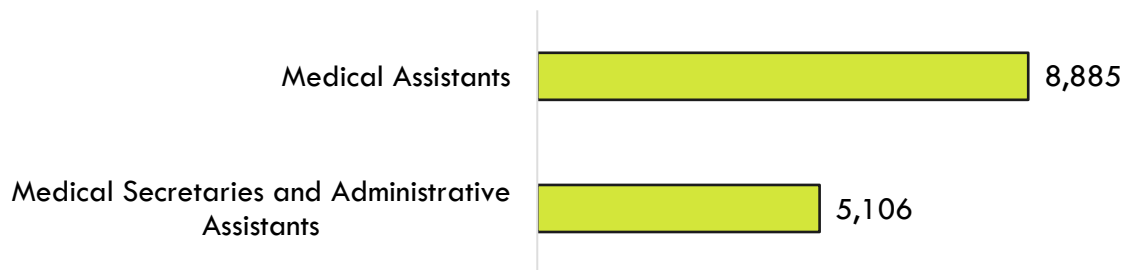
**Exhibit 5: Average hourly earnings for middle-skill medical assisting occupations, Los Angeles and Orange counties**



## JOB POSTINGS

There were 13,991 online job postings related to middle-skill medical assisting occupations listed in the past 12 months in Los Angeles and Orange counties. Exhibit 6 displays the number of job postings by occupation. The majority of job postings (64%) were for *medical assistants*, followed by *medical secretaries and administrative assistants* (36%).

**Exhibit 6: Job postings by occupation (last 12 months), Los Angeles and Orange counties**



Job postings were analyzed for the most common job titles, skills, and employers associated with the target occupations in this report (Exhibit 7).

**Exhibit 7: Most commonly requested job titles, skills and employers in job postings, Los Angeles and Orange counties**

Top Job Titles	Top Skills	Top Employers
<ul style="list-style-type: none"> <li>• Medical assistants</li> <li>• Medical receptionists</li> <li>• Dental receptionists</li> <li>• Front/back office medical assistants</li> <li>• Urgent care medical assistants</li> <li>• Bilingual medical assistants</li> <li>• Medical front desk receptionists</li> </ul>	<ul style="list-style-type: none"> <li>• Medical assistance</li> <li>• Vital signs</li> <li>• Medical records</li> <li>• Electronic medical record</li> <li>• Medical terminology</li> <li>• Front office</li> <li>• Setting appointments</li> <li>• Intravenous therapy</li> <li>• Phlebotomy</li> <li>• Patient preparation</li> </ul>	<ul style="list-style-type: none"> <li>• Providence</li> <li>• University of California</li> <li>• Actalent*</li> <li>• Medical Professionals*</li> <li>• University of California-Irvine</li> <li>• Cedars-Sinai</li> <li>• Hoag Health System</li> <li>• Altamed Health Services</li> </ul>

\*Staffing company

In the greater Los Angeles/Orange County region, 10% of the middle-skill medical assisting occupations job postings listed a minimum educational requirement. Exhibit 8 details the number and percentage of job postings by educational level.

**Exhibit 8: Education levels requested in job postings for middle-skill medical assisting occupations, Los Angeles and Orange counties**

Education Level	Job Postings	% of Job Postings
Bachelor's degree	111	8%
Associate degree	250	17%
High school diploma or vocational training	1,086	75%

## EDUCATIONAL ATTAINMENT

In the greater Los Angeles/Orange County region, the majority of annual job openings (52%) typically require a postsecondary non-degree award (Exhibit 9). Furthermore, the national-level data indicates between 52% and 63% of workers in the field have completed some college or an associate degree as their highest level of educational attainment. The Bureau of Labor Statistics (BLS) lists the following typical entry-level education levels for the occupations in this report:

**Exhibit 9: Entry-level education preferred by employers nationally, Bureau of Labor Statistics**

Occupation	Education Level
Medical Assistants	Postsecondary non-degree award
Medical Secretaries and Administrative Assistants	High school diploma or equivalent

## EDUCATIONAL SUPPLY

### Community College Supply

Exhibits 10 and 11 shows the annual and three-year average number of awards conferred by community colleges in programs that have historically trained for the occupations of interest. The colleges with the most completions in the region are Santa Ana, Long Beach, and Glendale.

**Exhibit 10: Regional community college awards (certificates and degrees), 2022-2024**

TOP Code	Program	College	2021-22 Awards	2022-23 Awards	2023-24 Awards	3-Year Average
0514.20	Medical Office Technology	Glendale	27	17	16	20
		LA Trade-Tech	8	11	3	7
		Pasadena	-	-	12	4
		Santa Monica	25	29	34	29
		<b>LA Subtotal</b>	<b>60</b>	<b>57</b>	<b>65</b>	<b>61</b>
<b>Supply Subtotal/Average</b>			<b>60</b>	<b>57</b>	<b>65</b>	<b>61</b>

TOP Code	Program	College	2021-22 Awards	2022-23 Awards	2023-24 Awards	3-Year Average
1208.00	Medical Assisting	Cerritos	32	46	69	49
		East LA	52	42	74	56
		Glendale	55	12	28	32
		LA Pierce	11	2	9	7
		Long Beach	54	92	91	79
		Mt San Antonio	-	24	110	45
		Pasadena	31	12	10	18
		West LA	17	32	28	26
		<b>LA Subtotal</b>	<b>252</b>	<b>262</b>	<b>419</b>	<b>311</b>
		N. Orange Adult	79	43	60	61
		Orange Coast	38	1	32	24
		Saddleback	18	16	10	15
		Santa Ana	139	152	229	173
		Santiago Canyon	-	-	46	15
		<b>OC Subtotal</b>	<b>274</b>	<b>212</b>	<b>377</b>	<b>288</b>
<b>Supply Subtotal/Average</b>			<b>526</b>	<b>474</b>	<b>796</b>	<b>599</b>
1208.10	Clinical Medical Assisting	LA City	-	-	23	8
		Long Beach	-	15	8	8
		West LA	11	17	16	15
		<b>LA Subtotal</b>	<b>11</b>	<b>32</b>	<b>47</b>	<b>30</b>
		Saddleback	21	10	12	14
		<b>OC Subtotal</b>	<b>21</b>	<b>10</b>	<b>12</b>	<b>14</b>
<b>Supply Subtotal/Average</b>			<b>32</b>	<b>42</b>	<b>59</b>	<b>44</b>
1208.20	Administrative Medical Assisting	Glendale	30	38	25	31
		LA City	-	1	13	5
		LA Mission	-	-	3	1
		LA Pierce	-	-	4	1
		Long Beach	-	9	5	5
		Pasadena	1	2	-	1
		Rio Hondo	5	49	6	20
		Santa Monica	9	17	14	13
		West LA	12	18	17	16
		<b>LA Subtotal</b>	<b>57</b>	<b>134</b>	<b>87</b>	<b>93</b>
		Saddleback	10	3	3	5
		Santa Ana	63	75	-	46

TOP Code	Program	College	2021-22 Awards	2022-23 Awards	2023-24 Awards	3-Year Average
		Santiago Canyon	19	34	15	23
		<b>OC Subtotal</b>	<b>92</b>	<b>112</b>	<b>18</b>	<b>74</b>
		<b>Supply Subtotal/Average</b>	<b>149</b>	<b>246</b>	<b>105</b>	<b>167</b>
		<b>Supply Total/Average</b>	<b>767</b>	<b>819</b>	<b>1,025</b>	<b>870</b>

**Exhibit 11: Regional community college awards (certificates and degrees), 2022-2024**

Award Type	# of Awards	% of Awards
A.A./A.S. degrees	158	18%
Certificates	478	55%
Noncredit awards	234	27%
	<b>870</b>	<b>100%</b>

## Other Postsecondary Supply

For a comprehensive regional supply analysis, it is important to consider the supply from other institutions in the region that provide training programs for medical assisting. Exhibit 12 shows the number of awards conferred by these institutions in relevant programs. Due to different data collection periods, the most recent data is from 2021 to 2023. Between 2021 and 2023, other postsecondary college institutions in the region conferred an average of 3,119 sub-baccalaureate awards. Sub-baccalaureate awards include associate degrees, postsecondary awards, and other academic awards that typically take fewer than four years to complete.

**Exhibit 12: Other regional postsecondary awards, 2021-2023**

CIP Code	Program	Postsecondary Institution	2020-21 Awards	2021-22 Awards	2022-23 Awards	3-Year Average
51.0710	Medical Office Assistant/Specialist	Concorde Career College-N. Hollywood	23	10	7	13
		Hacienda La Puente Adult Ed.	14	10	6	10
		Platt College-LA	27	8	21	19
		UEI College-Huntington Park	56	49	26	44
51.0714	Medical Insurance Specialist/Medical Biller	ABC Adult School	9	9	5	844
		American College of Healthcare and Tech.	19	-	-	6
		Diversified Vocational College	32	22	27	27

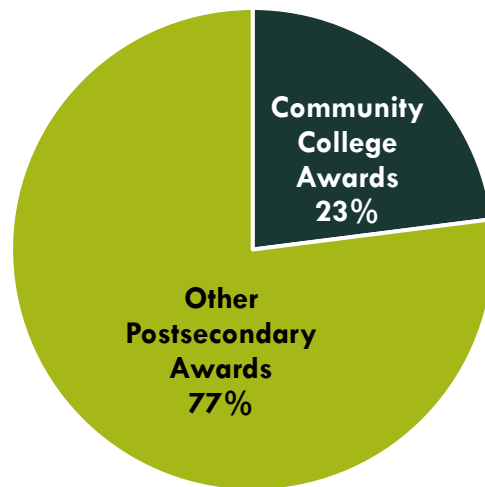
CIP Code	Program	Postsecondary Institution	2020-21 Awards	2021-22 Awards	2022-23 Awards	3-Year Average
		Downey Adult School	60	42	63	55
		Glendale Career College	12	9	6	9
		Hacienda La Puente Adult Ed.	-	14	32	15
		Healthcare Career College	14	13	10	12
		Integrity College of Health	-	5	6	4
		North-West College-Glendale	7	3	11	7
		North-West College-Long Beach	21	40	27	29
		North-West College-Pomona	7	4	6	6
		North-West College-Van Nuys	19	24	20	21
		North-West College-West Covina	65	45	22	44
		Palladium Technical Academy	6	2	15	8
		Valley College of Medical Careers	4	8	8	7
51.0716	Medical Administrative/ Executive Assistant and Medical Secretary	Galaxy Medical College	11	9	11	10
51.0801	Medical/ Clinical Assistant	ABC Adult School	8	12	16	12
		American Career College-Los Angeles	296	334	351	327
		American College of Healthcare and Technology	-	70	44	38
		Angeles College	40	34	26	33

CIP Code	Program	Postsecondary Institution	2020-21 Awards	2021-22 Awards	2022-23 Awards	3-Year Average
		Baldwin Park Adult & Community Education	30	25	24	26
		California Healing Arts College	14	46	36	32
		CBD College	26	13	-	13
		Concorde Career College-North Hollywood	120	149	139	136
		Downey Adult School	157	110	142	136
		Glendale Career College	21	27	20	23
		Healthcare Career College	36	28	21	28
		Integrity College of Health	8	19	25	17
		National Career College	88	72	51	70
		North-West College-Glendale	29	68	48	48
		North-West College-Long Beach	130	82	88	100
		North-West College-Pomona	71	64	63	66
		North-West College-Van Nuys	62	50	32	48
		North-West College-W. Covina	93	149	133	125
		Palladium Technical Academy	8	12	22	14
		Platt College-LA	18	13	15	15
		Premiere Career College	17	16	9	14
		Regan Career Institute	16	27	10	18
		Southern California Health Institute	56	37	32	42
		UEI College-Gardena	269	343	247	286

CIP Code	Program	Postsecondary Institution	2020-21 Awards	2021-22 Awards	2022-23 Awards	3-Year Average
		UEI College-Huntington Park	360	314	379	351
		UEI College-Reseda	221	227	225	224
		UEI College-West Covina	125	194	183	167
		Universal Healthcare Careers College	111	96	142	116
		Valley College of Medical Careers	20	40	38	33
<b>Supply Total/Average</b>			<b>2,856</b>	<b>2,997</b>	<b>2,890</b>	<b>2,914</b>

Exhibit 13 shows the proportion of community college awards conferred in the greater Los Angeles/Orange County region compared to the number of other postsecondary awards for the programs in this report. The majority of awards conferred in these programs are awarded by other institutions in the greater Los Angeles/Orange County region.

**Exhibit 13: Percentage of community college awards compared to other postsecondary institution awards in the Los Angeles/Orange County region**



## APPENDIX: OCCUPATION DESCRIPTIONS

LA COE prepared this report to provide regional labor market supply and demand data related to these target occupations:

- **Medical Assistants (31-9092)** Perform administrative and certain clinical duties under the direction of a physician. Administrative duties may include scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes. Clinical duties may include taking and recording vital signs and medical histories, preparing patients for examination, drawing blood, and administering medications as directed by physician.<sup>8</sup>
- **Medical Secretaries and Administrative Assistants (43-6013)** Perform secretarial duties using specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties may include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence.<sup>9</sup>

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### DATA SOURCES

- O\*NET Online
- Lightcast (formerly Emsi)
- Bureau of Labor Statistics (BLS)
- California Employment Development Department, Labor Market Information Division, OES
- California Community Colleges Chancellor's Office Management Information Systems (MIS)
- Self-Sufficiency Standard at the Center for Women's Welfare, University of Washington
- Chancellor's Office Curriculum Inventory (COCI 2.0)



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<sup>8</sup> [Medical Assistants \(bls.gov\)](https://www.bls.gov)

<sup>9</sup> [Secretaries and Administrative Assistants \(bls.gov\)](https://www.bls.gov)